

# **COMET - PSR PROCUREMENT PROJECT**

## **PROJECT GLOSSARY**



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## Revision History

Revision No.	Date	Comment

- To find a term quickly, use the **Find** feature on the **Edit** pull-down menu.
- Glossary sort default is by Term. To sort by Source, select the **Source** column, then choose **Sort** from the Table pull-down menu. From the Sort Text dialog box, select (Sort by) **Source, Ascending**, and click **OK**.



## Glossary Entries

Term	Definition
<b>Terms beginning with - 1</b>	
1099R	A system generated notification of taxable income reported to the Franchise Tax Board and the Internal Revenue Service.
1959 Survivor Benefits	A monthly allowance for eligible survivors of members who died prior to retirement. The funds for this benefit are monitored through a separate account within the General Ledger.
1959 Survivor Election	The 1959 Survivor Benefit Program provides pre-retirement death benefits to CalPERS participants who are not covered by social security. This program provides monthly benefits to spouses and dependents of active members who die before becoming eligible for retirement.
1959 Survivor Rate (Employer)	The Actuarial Valuation System Rate Plan 59 Survivor Percent denotes a percentage to use in a separate calculation that can be performed to determine the employer share if the contract includes 1959 Survivor benefits.
<b>Terms beginning with - 2</b>	
20283 Arrears	The period(s) of time in which an employer fails to enroll an employee into membership upon eligibility. This time period is within 90 days in which the employer knew or could reasonably be expected to have known of eligibility. The employer must pay all the arrears costs for the Participant contributions and an administrative cost of \$500.00.
<b>Terms beginning with – A</b>	
AB 205	Enacts the California Domestic Partner Rights and Responsibilities Act of 2003, extends the rights and duties of marriage to persons registered as domestic partners on and after January 1, 2005. Amends Sections 297, 298, and 298.5, adds Sections 297.5, 299.2, and 299.3, repeals Section 299.5, and to repeal and add Section 299 of, the Family Code, to amend Section 14771 of the Government Code, and to amend Section 3 of Chapter 447 of the Statutes of 2002, relating to domestic partnerships.
AB 592	AB 592 refers to legislation passed to allowed annuitants to send payments directly to CalPERS for health or dental premiums which exceed the gross amount of their retirement allowance. That term has been recently replaced by CAPP which stands for Complementary Annuitant Premium Payment.



Term	Definition
AB 1639	CGC 19827.3 requires the state employer, with respect to specified state employees, officers and employees of the executive branch of state government who are not members of the state civil service, to continue, upon the death of an employee while in state service, and pay employer contributions for health, dental, and vision benefits for a period not to exceed 120 days beginning in the month of the employee's death, and would require the surviving spouse or other eligible family member to be advised of specified rights and obligations.
ABP	All Benefits Paid
ACD	Automated Call Distribution
ACES	See "Automated Communications Exchange System"
ACH	See "Automated Clearing House"
ADA	Americans With Disabilities Act
ADB	Average Daily Balance
ADPP	See "Advanced Disability Pension Payments"
AER	See "Actuarial Equivalent Reduction"
AESD	Actuarial & Employer Services Division
AESB	Actuarial & Employer Services Branch
AICPA	American Institute of Certified Public Accountants
AIDS	Acquired Immunodeficiency Syndrome
AMS	Annual Member Statement
AP	Accounts Payable
API	Application Programming Interface
AR	Accounts Receivable
ARMS	Accounting Resource Management System
ARP	See "Alternate Retirement Program"
AS	Application Server
AVS	See "Automated Voice System" – OR – "Actuarial Valuation System"
Account	A repository for monetary transactions related to members, employers, or at a higher level than the general ledger.
Account Balance	The monetary amount of an Employer, an Employer- Payroll Office, an Employer-Payroll Office-Payroll Office Profile or an Employer-Rate Plan accumulated receivables (and credits) as of a given date. The Account Balance would be inclusive of all applicable sub-accounts.



Term	Definition
Account Type	<p>The categories of accounts that a participant may have with CalPERS (such as service and contributions account, additional contributions account and community property account). The identifier for the method in which payments are to be received in the receivables system include:</p> <ul style="list-style-type: none"><li>▪ Payroll Deductions</li><li>▪ Direct Payments</li><li>▪ Actuarial Equivalent Reduction</li></ul>
Accumulated Contributions	<p>The total of normal contributions plus additional contributions standing to the credit of a participant's account and the interest accrued upon them.</p>
Active Member Reserves	<p>An account within the Contribution Reporting System that represents Participants accumulated retirement contributions.</p>
Actuarial Equivalent Reduction (AER)	<p>A payment method option that allows participants to take a permanent reduction in their retirement allowance for the length of the benefit instead of making a lump sum or installment payments for the amount due to convert past State Second Tier credited service to the First Tier. Presently, this payment method is only available for a benefit equity conversion.</p>
Actuarial Extract	<p>An extract of data from member account and employer account, by fiscal year. Financial information extracted is rate of pay, interest, service credit, contributions, and distributions.</p>
Actuarial Valuation System (AVS)	<p>The AVS system stores employer organization information to determine rates for benefits contracted for through CalPERS.</p>
Adjustment Payroll	<p>A payroll submitted by an employer where the majority of transactions are for contribution periods that are prior to the reporting pay period, such as a retroactive raise or mass correction.</p>
Administrative Fee Amount	<p>A one-time \$200 penalty charged to the employer when a payroll information report is not received by the due date plus the grace period. This penalty is the same across all programs.</p>
Advanced Disability Pension Payments (ADPP)	<p>Amount paid by the employer to their employees in advance of placing the employee/participant on the disability benefit roll. This amount is then reimbursed to the employer, by CalPERS, when the participant is placed on the roll. The employer reimbursement is paid as a deduction from the participants benefit allowance.</p>



Term	Definition
Alternate Retirement Program (ARP)	<p>The State Alternate Retirement Program is a mandatory alternate retirement program established by Senate Bill 1105 that allows for new state miscellaneous or state industrial employees hired on or after August 11, 2004 to contribute to a 401(a) plan in lieu of a retirement benefit under CalPERS. This applies during the first 24 months of an ARP member's state employment.</p> <p>The Public Agency Alternative Retirement Plan is a retirement plan established in section 20306 of the California Government Code. This plan allows public agency members employed after July 1, 1997 or the effective date of the establishment of an alternate retirement plan, who is a part-time employee, not vested in CalPERS (less than 5 years service) and whose service falls below qualifying time (1000 hours) in a fiscal year to participate in the alternate retirement plan. Once the member works qualifying time in a fiscal year, the member is to be brought back into CalPERS.</p>
Annuitant	Any person receiving a recurring benefit from the system.
Annuity	Payments for life derived from contributions made by a member. (PERL, § 20018)
Appointment	The association of a participant with an employer and contract package. Appointments are for periods of time and have statuses associated with them.
Arrears	The period(s) that the employer did not report the participant's contributions; therefore, his/her service and contribution account is underpaid.
Arrears (20283)	See "20283 Arrears"
Automated Clearing House (ACH)	The ACH provides for the interbank and settlement of ACH electronic credit and debit items for participating financial institutions.
Automated Communications Exchange System (ACES)	A portal for employers to submit transactions to CalPERS via the internet.
Automated Voice System (AVS)	A phone system that callers may use to obtain information, execute transactions or connect with the business areas.
<b>Terms beginning with – B</b>	
BAM	See "Business Activity Monitoring"
BES	See "Benefit Equity System"
BNSD	Benefit Services Division
BOE	See "Basis of Estimate"
BPR	Business Process Reengineering
BR	Business Rule
BRF	See "Benefit Revolving Fund"



Term	Definition
BSR	Bi-Weekly Status Report
BU	See "Bargaining Unit"
Backbridge	A process that extracts data from COMET and updates a legacy database to reflect the changes that have been made within COMET. This supports the remaining legacy processes, which access data from the member employer databases. In terms of Phase IV Project 1, there are two backbridge processes, one to update the member database and one to update the employer database.
Background Process	Operations the system performs that are invisible to the user.
Bank ABA Number	The identifying number used by NACHA Clearing House for routing Electronic Funds Transfer (EFT) payments.
Bank Account Number	The unique identifying number for an employer or participant account that is designated in the Electronic Funds Transfer (EFT) transaction.
Barcode	A code consisting of a group of printed and variously patterned bars and spaces (sometimes numerals) that are designed to be scanned and read into computer memory as identification for the object it labels.
Bargaining Unit (BU)	State employer organizations group their employees by rank and unit (collective bargaining unit and rank) to assign them benefits. For example, an R13 indicates that an individual is assigned the rank of Rank and File CalPERS and the unit of 13. Or, an individual may be assigned to S01. This indicates that an individual has a rank of Supervisor (S) and the unit of 01.
Baseline	A specification or product that has been formally reviewed and agreed upon that thereafter serves as the basis for further development, and that can be changed only through formal change control procedures. [IEEE-STD-610]
Basic Death Benefit	A benefit paid to a beneficiary (or multiple beneficiaries) of an active CalPERS member who died prior to retirement, consisting of the return of the member's accumulated contributions and interest, and a lump-sum payment equal to a maximum of six months of the member's last salary.
Basis of Estimate (BOE)	Factual information and objective factors upon which the estimate was found.
Batch	A process that is an operation that the system conducts on its own once it has been triggered by user input or by time. For example, a batch process might be an automated monthly routine where the system checks for dependents that are within two months of turning age twenty-three.
Benchmark	A standard against which measurements or comparisons can be made [IEEE-STD-610].
Benefit Calculation	The calculation of a participant's benefit amount which is derived from a multitude of factors and variables.





Term	Definition
Benefit Equity	The election for the purchase of state miscellaneous and industrial participants to convert from state second tier retirement formula to the first tier retirement formula.
Benefit Equity System (BES)	The legacy mainframe system that is used to calculate and produce the benefit equity packages and election documents cost for state miscellaneous and industrial members to convert from second tier formula to first tier formula.
Benefit Request	A request made by a participant for the purpose of receiving a benefit payment from CALPERS (i.e., retirement allowance, death benefit, etc.).
Benefit Revolving Fund (BRF)	A checking account used to support advance payments.
Benefit Roll	A listing of participants receiving a benefit from CalPERS.
Benefit Package	<p>A group of provisions that define Retirement, Health and other benefits for participants.</p> <p>A benefit package is a set of provisions that CalPERS groups together. In terms of the health program, a provision is a health plan. In terms of the retirement program, a provision is 2% COLA, sick leave credit, final average salary, etc. When an employer contracts for a particular program, the employer chooses which benefit packages will be included in its contract.</p>
Benefit Payment	A payment to a participant (member, beneficiary, etc.) for retirement or death.
Benefits Contractor	An organization role indicating a relationship where one organization is providing contract benefits to another organization.
Business Activity Monitoring (BAM)	A process giving visibility into the running business process.
Business Day	State Working Day
Business Rule	A condition that must be in place in order to accomplish a business process, and therefore provides further definition and context to a business requirement.

**Terms beginning with – C**

CalPERS	California Public Employees' Retirement System
CalSTRS	See "California State Teachers' Retirement System"
CAFR	CalPERS Comprehensive Annual Financial Report
CAPP	See "Complementary Annuitant Premium Payment"
CARPS	See "Computer Aided Receipt Processing System"
CBU	Collective Bargaining Unit
CCA	Change Control Authority
CCB	Configuration Control Board or Change Control Board



Term	Definition
CCCC	CalPERS Customer Contact Center
CCES	CalPERS Customer Education Solution
CDB	See "Corporate Database"
CDC	CalPERS Data Center
CEMS	Customer Education Management System
CEO	Chief Executive Officer
CETA	Comprehensive Employment & Training Act
CHPP	See "Complementary Health Premium Program"
CICS	Customer Information Control System
CJP	Commission on Judicial Performance
CM	Configuration Management
CMS	See "Centers for Medicare & Medicaid Services"
COBRA	See "Consolidated Omnibus Budget Reconciliation Act"
COES	Customer Online Education System
COLA	Cost of Living Allowance
COMET	CalPERS On-line Member and Employer Transaction System
COTS	Commercial Off-the-Shelf Software
CP	See "Community Property"
CPS	Community Property System
CPU	Central Processing Unit
CP Payee	See "Community Property Payee"
CRF	See "Contingency Reserve Fund"
CRS	See "Contribution Reporting System"
CSU	Computer Software Unit
CTI	Computer Telephony Integration
Calculated Delinquency Amount	The final sum of the amount charged to an employer due to late reporting and/or payments.
California State Teachers' Retirement System (CalSTRS)	The largest teachers' retirement fund in the United States. CalSTRS had a total membership of approximately 754,000 and assets of \$116.2 billion as of June 2004. CalSTRS' primary responsibility is to provide retirement related benefits and services to teachers in public schools from kindergarten through community college.
Cashier	A CalPERS staff member who receives and deposits receivable payments from employers and participants.



Term	Definition
Census Data	Data submitted by public agencies to provide information of all participants that will be included in the contract to perform an actuarial valuation.
Centers for Medicare & Medicaid Services (CMS)	The Centers for Medicare & Medicaid Services (CMS) is a Federal agency within the U.S. Department of Health and Human Services. Medicare is a social insurance program enacted in 1965 that is financed by a combination of payroll taxes from workers and their employers, beneficiary premium payments, and general Federal revenues. The program provides health insurance to people age 65 and over, those who have permanent kidney failure requiring dialysis or transplant, and certain individuals under 65 with disabilities.
Claim Schedule Number	A unique numeric value assigned to each claim schedule.
Claims Schedule	Form used to request printing and the issuance of checks from the State Controller's Office.
Common Business Oriented Language (COBOL)	A computer programming language used primarily for business related applications.
Community Property (CP)	Property held jointly by husband and wife or a legally registered domestic partner. CalPERS benefits may be subject to division between a man and wife or legally registered domestic partner if an acceptable domestic relations order is provided, based on various methods and in compliance with CalPERS law.
Community Property Payee (CP Payee)	A spouse, former spouse or domestic partner of a member, who as a result of petitioning the court for the division of community property, is receiving a portion of a member's monthly retirement allowance, a portion of any death benefits, received a portion of a member's lump sum share of a member's refund or a portion of a member's lump sum death benefits.
Compensation Earnable	<p>A combination of full-time equivalent monthly pay rate plus special compensation. Compensation earnable is used in determining final compensation for retirement purposes. The compensation earnable is averaged over 12 or 36 months depending on the employer contract under which the employee worked.</p> <p>If the employee receives a retroactive salary increase, the salary increase will be applied to the original payrate for the applicable date range and the corresponding Compensation earnable amounts will be revised. Compensation earnable will be calculated using the formula provided by CalPERS.</p>
Complementary Annuitant Premium Payment (CAPP)	This refers to AB 592 (Section 22802) which provides annuitants the opportunity to continue their health coverage into retirement, by allowing the annuitant to make quarterly payments to CalPERS for their premiums due to their retirement warrant (net pay) not being sufficient to cover the full amount of the premium.



Term	Definition
Complimentary Health Premium Program (CHPP)	A program for non-state employers that do not contract for Public Employees' Medical and Hospital Care Act (PEHMCA) for health benefits. If the participant's premium deduction exceed their benefit payment allowance, then CalPERS allows the participant to pre-pay for the excess under CHPP. (NOTE: If the employer contracts with CalPERS for PEHMCA, HBSD would set-up and administer the pre-paid account and deductions in accordance with AB592.)
Computer Aided Receipt Processing (CARPS)	Fiscal Services Division enters cash payments into this system and then the Service Payment Unit verifies payment information.
Computer Telephony Integration (CTI)	A term for connecting a computer (single workstation or file server on a local area network) to a telephone switch (a PBX or an ACD) and having the computer issue the telephone switch commands to move calls around. The most common use for CTI is in Call Centers.
Consolidated Omnibus Budget Reconciliation Act (COBRA)	This requires that extended health coverage (medical and/or dental) be available to any covered participant who loses eligibility. The participant pays for the continued coverage in full and directly to the carrier. CalPERS tracks the enrollment and the participants are allowed the "change enrollment" rights extended to PERS-covered participants, such as Open Enrollment, adding or deleting dependents. The COBRA enrollment period has start and end dates.
ConOps	Concept of Operations
Contingency Factor	An adjustment (increase) of a size, cost, or schedule plan to account for likely underestimates of these parameters due to incomplete specification, inexperience in estimating the application domain.
Contingency Reserve Fund (CRF)	An account established for the deposit of HMO health care premium payments collected from public agencies. Payments are composed of both participant and employer premium amounts. These funds are disbursed to HMO health carriers based on participant enrollment. Administrative fees collected from public agencies and state departments on a per participant basis are also credited to this account. The fee is used by CalPERS to pay for the cost of administering the Public Employee Medical and Hospital Care Act (PEMHCA).
Contract	An agreement between CalPERS and an entity or multiple entities that allows the entity(s) to provide benefits to its employees. An entity categorizes its employees into contract groups. It then associates these contract groups with benefit packages. Benefit packages are sets of provisions. The entity may change the arrangement of the contract groups and/or the benefits associated with each contract group.
Contract Amendment	A modification to the benefits for which an organization contracts. This change may occur to a group or to a benefit that a group receives such as a premium or a provision change.



Term	Definition
Contracting Agency	An organization that contracts directly for benefits through CalPERS is known as a “benefits contractor”. If other organizations are also covered by the contract, those other organizations are known as “contracting agencies”.
Contribution Payment Due Date	The date that the payment is due for a W&C report. Due date = 15 days past the report period end date. For purposes of determining delinquency, a grace period of 5 days is added to this date.
Contribution Payment Extension Date	The new deadline date given to an Employer for submission of payment associated with a specific W&C report.
Contribution Period	A period of time that payroll information transactions apply for each reported member using contribution begin and end dates.
Contribution Reporting Frequency	The rate of recurrence in which an employer reports payroll information data to CalPERS coinciding with the employer's pay cycle (i.e. monthly, semi-monthly, bi-weekly, quad-weekly).
Contribution Reporting System (CRS)	Employer reported payroll is posted on this database.
Contribution Reporting System (CRS) Receivable	The amount currently tracked in the Contribution Reporting System (CRS) that represents money owed to CalPERS by a member or employer. The amount owed by an employer usually would be the balance of the amount actuarially established annually in order to fund the retirement system on an actuarially sound basis. CRS Receivable would also refer to the result of a special billing to an employer. The amount owed by a participant can be for an amount determined to be necessary for the purchase of a service credit; alternatively, it can represent the amount owed by a participant for an under collection of past contributions.
Contribution Tolerance	A threshold value that indicates an acceptable percentage of what is due and what is paid.
Corporate Database (CDB)	The Corporate Database (CDB) concept was established as the COMET Project. The CDB concept included the creation of a single unified repository for all Pension System information (data).
Common Object Request Broker Architecture (CORBA)	An architecture that enables pieces of programs.
Coverage Group	<ul style="list-style-type: none"><li>▪ The combination of a contract package and employer Organization Identification (Org ID). A contract package is always specific to a single organization.</li><li>▪ A group of employees within a given employer possessing the same package of benefits. Synonymous with the term “Contract Package”.</li></ul>

**Terms beginning with – D**

DB	Database
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Term	Definition
DBMS	Database Management System
DC	Defined Contribution
DCOM	Distributed Component Object Model
DCP	Data Conversion Plan
DDL	Data Definition Language
DED	Deliverable Expectations Document
DMS	Document Management System
DPA	Department of Personnel Administration
DROP	Deferred Retirement Option Program.
DSA	Data Security Administration
DSP	Data Storage Provider
DVBE	Disabled Veteran Business Enterprise
DW	Data Warehouse
Delinquent Interest Amount	The total amount of interest calculated for a delinquent payment from an Employer, using the appropriate formula provided by CalPERS.
Direct Pay	A method of payment that allows inactive participants to pay for Health premiums, additional service credit, or benefit equity conversions.

**Terms beginning with – E**

EBR	Enterprise Backbridge Refresh
ECL	Education Content Library
EDD	Employment Development Department
EDI	Electronic Data Interchange
EDM	Enterprise Desktop Manager
EFT	Electronic Funds Transfer
EMBARC	Enterprise Management of Billings, Accounts Receivable, and Collections
EPMF	Employer Paid Member Contributions
ERCC	Employer Contact Center
ER Code	See “Employer Code”
ERS	Employer Reserve System
ESIP	See “Extended Service Incentive Program”
ESS	Enterprise Storage Server
ETA	Enterprise Architecture



Term	Definition
EWOT	Earnings Withholding Order for Taxes
EZA	Enterprise Zone Act
Earnings	<p>The actual income for a period (i.e., bi-weekly, monthly). This value is used for the purposes of calculating the contribution amount due and the service credit awarded to a participant for a contribution period.</p> <p>The amount paid to participants (via payroll and reported in W&amp;C reports) that is subject to retirement contributions.</p>
Elective Service Credit	Various types of service credit that the participant may be eligible to purchase such as redeposit of withdrawn contributions, service prior to membership, leave of absences, or additional retirement service credit.
Employee Category	<p>Employee category is synonymous with job classification. Sometimes referred to as EE Cat. Currently there are 14 employee categories:</p> <ul style="list-style-type: none"><li>▪ Miscellaneous</li><li>▪ Industrial</li><li>▪ Firefighter</li><li>▪ Police Officer</li><li>▪ Other Safety</li><li>▪ County Peace Officer</li><li>▪ Patrol Officer</li><li>▪ Peace Officer/Firefighter</li><li>▪ School Police</li><li>▪ Volunteer Firefighter</li><li>▪ Judge/Justice</li><li>▪ Legislator</li><li>▪ Constitutional Officer</li><li>▪ Statutory Officer</li></ul>
Employee Contribution Rate	The percentage rate of a participant's earnings that is designed to cover the participant's enrollment in a plan. The employee contribution amount actually deducted from the participant's earnings may not be representative of the rate, for example, when there are employer paid participant contributions, variable contribution rates, or if there is an offset of employee contributions in lieu of a salary increase. The employee contribution rate value must be zero or a percentage. A zero value would be used for those employees who do not contribute, for example, as in State second tier or for safety participants with variable contribution rates.



Term	Definition
Employee Cost Share	The percentage of the fee for a provision to be shared by an employee.
Employer	An Employer is the State, university, school employer, and any contracting agency employing an employee.
Employer Code	A numeric identifier that distinguishes an agency contracting for retirement benefits.
Employer Contribution Account	A repository for monetary transactions related to employers (or employers rate plans), which is a subsidiary to the general ledger.
Employer Database	A legacy system maintained by AESD. Other CalPERS staff has view access only. This database stores information about organizations that have CalPERS retirement benefits. All divisions within CalPERS have view access to the employer. Very limited information on NonPERS reciprocal employers and Legislative Retirement System employers also appears on the employer data base.
Employer Pick-Up Resolution	The approved resolution under IRC section 414(h)(2) that provides for an employer to allow their employees to have pre tax deductions for the purchase of additional service credit.
Employer Pick-up of Participant Contributions	Employee contributions that have been deducted from the employee's earnings on a "pre-tax" basis, using IRC 414(h)(2) rules. The contributions are posted to the participant's service and contribution account as tax-deferred contributions.
Employer Profile	Payroll information data reporting attributes for a given employer. Attributes include program, organization name, payroll office, payroll reporting frequency, payroll contact, submission report media, payment frequency, method of payroll submission, payroll vendor (if applicable), payment method, CalPERS education dates, etc.
Enrollment	The association of a participant to a program to make the participant eligible for that program's benefits.
Extended Service Incentive Program (ESIP)	Implemented on January 1, 2001 to entice judges to remain on the bench after they have attained their maximum retirement benefit in the JRS. The ESIP account is automatically created for JRS participants after 20 years of service and age 60. The account is not funded by contributions and it does not have any real money attached to the account until payment is due, at which time it is paid directly from the JRS fund. The account is calculated monthly applying a percentage of the judge's salary and accruing interest for each account.
<b>Terms beginning with – F</b>	
FCA	Functional Configuration Audit
FCSD	Fiscal Service Division
FEIN	See "Federal Employer Identification Number"





Term	Definition
FNMA	See "Federal National Mortgage Association"
FP	Function Point
FTB	Franchise Tax Board
FTE	Full Time Employee
FTE	Full Time Equivalent
FTP	See "File Transfer Protocol"
Federal Employer Identification Number (FEIN)	A nine-digit number (for example, 12-3456789) assigned to sole proprietors, corporations, partnerships, estates, trusts, and other entities for Federal tax filing and reporting purposes.
Federal National Mortgage Association (FNMA)	(Fannie Mae) A program that secures mortgage loans that is not a part of the internal delinquency process.
File Transfer Protocol (FTP)	A method used to electronically submit transactions to CalPERS.
Final Compensation	The highest annual salary that was earnable during the consecutive 12 or 36 month period of employment immediately preceding the effective date of retirement or any other period of 12 or 36 consecutive months designated by the member.
Findings	The conclusions of an assessment, evaluation, audit, or review that identify the most important issues, problems, or opportunities within the area investigations.
First-Line Software Manager	A manager who has direct supervisory responsibility (including providing technical direction and administering the personnel and salary functions) for the staffing and activities of a single organizational unit (e.g., a department or project team) of software engineers and other related staff.
Flat Fee Amount	A one time \$200 penalty charged to the employer when a W&C report is received after the due date plus the allowed grace period. This penalty is the same across all programs.
Flow of Events	Describes the interaction between actor and system (actor initiates, system responds, actor reacts).
Formal Review	An official meeting at which a product is presented to the end user, customer, or other interested parties for comment and approval. It can also be a review of the management and technical activities and of the progress of the project.
Full-Time Percentage	The percentage that is full-time for a given position.
Function	A set of related actions, undertaken by individuals or tools that are specifically assigned or fitted for their roles, to accomplish a set purpose or end.
Functional Requirement	A functional requirement is a component of work that the system must be able to complete to meet a business objective. A functional requirement helps define the system capabilities.



Term	Definition
Fund Account Manager	CalPERS staff responsible for maintaining interest rate tables for PERF/JRF/LRF.
<b>Terms beginning with – G</b>	
GAAP	Generally Accepted Accounting Principles
GB	Gigabytes
GL	See “General Ledger”
GSRS	General System Requirements Specifications
GTLI	Group Term Life Insurance
GUI	Graphical User Interface
General Ledger (GL)	The formal records containing all the financial statement accounts of CalPERS. It contains offsetting debit and credit accounts. It also contains control accounts, which summarize the detail contained in subsidiary ledger accounts.
General Ledger Account Number	A unique numeric value assigned to each account within the general ledger.
<b>Terms beginning with – H</b>	
HBB	Health Benefits Branch
HCF	See “Health Care Fund”
HIPAA	Health Insurance Portability and Accountability
HIV	Human Immunodeficiency Virus
HMO	Health Maintenance Organization
HRSD	Human Resources Service Division
HTML	Hypertext Markup Language
Health Care Fund (HCF)	An account established for the deposit of PPO (PersCare and PersChoice) premiums collected from state and public agencies. These funds are used to pay direct and indirect cost for administering the Self-Funded program. Direct costs include administrative fees to the carrier (Blue Cross of California), payment of claims for providers/subscribers and the costs of administering the PPO plans.
Health Group	A consortium created for any of the Health programs is known generically as a “Health Group”. The group will also be known specifically for the particular Health program – i.e. Health Medical groups are known as “Medical Groups” and Health Dental groups are known as “Dental Groups”.
<b>Terms beginning with – I</b>	
IDR	Industrial Disability Retirement
IEEE	Institute of Electrical and Electronics Engineers



Term	Definition
IME	Independent Medical Examiner
IPOC	Independent Project Oversight Contractor
IRA	Individual Retirement Account
IRC	Internal Revenue Code
IRS	Internal Revenue Service
ISD	Innovation Services Division
IT	Information Technology
ITP	Invitation to Partner
ITSB	Information Technology Services Branch
IVR	See "Interactive Voice Recognition"
IVR	Integrated Voice Response
Interactive Voice Recognition (IVR)	A system used for telephone contact to CalPERS for information or to submit transactions.
Interest	Interest is a calculated amount added to a Participant's Service Credit Account at periodic intervals at a rate determined by CalPERS. For a service credit purchase, interest is the amount charged on the contribution cost of the service credit being purchased. Forward-Interest may also be calculated on a payment plan, if a service credit purchase is being paid for over a period of time. Interest is also calculated on delinquent amounts owed by employers or participants.
Interest Rate	The ratio at which interest is calculated. For service credit purchases, this is the interest rate that the participant is being charged on the payment schedule.
Interface	An exchange of information between processes, via manual or automated methods.
Investment Earnings	(as opposed to "Interest") The amount of money determined by the custodial bank that was earned on CalPERS' investments for a given fiscal year. This money is then disbursed to various appropriate employer reserves accounts. One of these accounts is the 6% interest applied to active members' accounts.

**Terms beginning with – J**

JAC	Judges' Active Contribution System
JDBC	Java Database Connectivity
JES	Judges' Estimate System
JLVO	Office of Judges' and Legislators' Retirement Systems
JRF	Judges' Retirement Fund
JRS	See "Judges' Retirement System"



Term	Definition
JRS II	See "Judges' Retirement System II"
JUD	Retired JRS I and JRS II database
J2EE	Java 2 Platform, Enterprise Edition
Journal Entry Number	A unique numeric value that is assigned to each transaction posted to the general ledger.
Judges' Retirement System (JCC)	This system is for judges appointed or elected after November 8, 1994. The system currently includes only the information gathered for working judges. A new subsystem to pay the benefits has not yet been developed, but has been requested. Only a handful of death cases (under 30) are being paid benefits from this system via a manual roll but that is expected to increase rapidly once these judges become eligible to retire.
Judges' Retirement System (JUD)	This system is utilized to pay retirement benefits, collect deduction, and support tax reporting for retired judges appointed or elected prior to November 9, 1994. This system was closed to newly elected judges in 1994. There are approximately 1600 participants being paid by this system.
Judges' Retirement System (JRS)	A retirement program administered by CalPERS that provides a defined set of benefits. Membership includes justices of the California Supreme Court of the District Court of Appeals and judges of a superior or municipal court appointed or elected before November 9, 1994. This program no longer enrolls new members.
Judges' Retirement System II (JRS II)	A retirement program administered by CalPERS that provides a defined set of benefits. Membership includes justices of the California Supreme Court of the District Court of Appeals and judges of a superior or municipal court appointed or elected before November 9, 1994.

**Terms beginning with – K**

KPA	See "Key Process Area"
KPI	Key Performance Indicator
Key Person	Team Lead or higher.
Key Practices	The infrastructures and activities that contribute most to the effective implementation and institutionalization of a key process area.



Term	Definition
Key Process Area (KPA)	A cluster of related activities that, when performed collectively, achieve a set of goals considered important for establishing process capability. The key process areas have been defined to reside at a single maturity level. They are the areas identified by the Software Engineering Institute (SEI) to be the principal building blocks to help determine the software process capability of an organization and understand the improvements needed to advance to higher maturity levels. The level 2 key process areas in the Capability Maturity Model (CMM) are requirements management, software project planning, software project tracking and oversight, software subcontract management, software quality assurance, and software configuration management. The level 3 key process areas in the CMM are organization process focus, organization process definition, training program, integrated software management, software product engineering, intergroup coordination, and peer reviews. The level 4 key process areas are quantitative process management and software quality management. The level 5 key process areas are defect prevention, technology change management, and process change management.

**Terms beginning with – L**

LAN	Local Area Network
LDAP	Lightweight Directory Access Protocol
LIBOR	See “London Interbank Offering Rate”
LST	See “Local System Transfer”
Legislators’ Retirement System (LRS)	A retirement program administered by CalPERS that provides a defined set of benefits. Members of the Assembly or Senate serving prior to November 7, 1990 (Reform Act of 1990), Constitutional Officers, Insurance Commissioner and Legislative Statutory Officers are eligible for this program. This program is losing membership as participants step down from their elected positions and voluntarily leave the program.
Lender	Pre-qualifies the members and underwrites all mortgage loans
Life Cycle	See “Software Life Cycle”
Local System	A non-PERS retirement system that is transferring all or part of their members to a PERS retirement contract for retirement benefits.
Local System Transfers (LST)	The transfer of local system employer funds, employee funds and service credit to (or from) the PERS. LST (In) occurs when an employer initially contracts with CalPERS to provide retirement benefits for its participants; in this case the transfer can occur with or without service. LST (out) occurs when an employer terminates their contract with CalPERS. Although these occur infrequently, they involve groups of employees. Currently, CalPERS must manually data key and process these entries.



Term	Definition
Local System Waiver	Allows individual members of the Local System Retirement Plan to “waive” his/her rights from the local system retirement plan and transfer his/her assets to CalPERS.
London Interbank Offering Rate (LIBOR)	The line of credit rate the manager uses to buy the mortgage loans from lenders.
Lump Sum Investment Payment	The portion remaining from the total investment earnings after applying the current percentage to the active member accounts. The lump sum is spread across the other employer reserves accounts.
<b>Terms beginning with – M</b>	
MAM	Member Account Manager
MARS	Member Action Request System
MBSB	Member & Benefit Services Branch
MBSD	Member Services Division
MER	Master Employer Receivable
MOM	Message Oriented Middleware
MPSR	Monthly Project Status Report
MS	Microsoft
MVS	Multiple Virtual Storage
Maintain	The ability to add, change, correct and delete items
Maintenance	The process of modifying a software system or component after delivery to correct faults, improve performance or other attributes, or adapt to a changed environment [IEEE-STD-610].
Maintenance	System support and ongoing operation support.
Managed and Controlled	The process of identifying and defining software work products that are not part of a baseline and, therefore, are not placed under configuration management but that must be controlled for the project to proceed in a disciplined manner. “Manage and Controlled” implies that the version of the work product in use at a given time (past or present) is known (i.e., version control), and changes are incorporated in a controlled manner (i.e., change control)
Managed Level	See “Maturity Level”
Management, Project	Project management refers to the specifically identified individual directly responsible for the oversight of the development and delivery of the project.
Management, Senior	All management levels above that of the project manager.
Management, Technical	Technical management refers to the individuals responsible for the oversight of technical tasks and their reporting to the Project Manager. This includes team leads, SQA and SCM.



Term	Definition
Manager	A role that encompasses providing technical and administrative direction and control to individuals performing tasks or activities within the manager's area of responsibility. The traditional functions of a manager include planning, resourcing, organizing, directing, and controlling work within an area of responsibility.
Mandatory Arrears	The period(s) that the employer did not report the participant's contributions; therefore, his/her service and contribution account is underpaid.
Manual Process	A manual process is one that the system does not perform. For instance if data is transferred from one system to another via a floppy disk, this is a manual process.
Mass Changes	Changes made to groups of participants under the same conditions, often transferring money and service between contract packages. Examples include position reclassifications from one category to another; change in contract package and employer mergers.
Mass Updates	Multiple changes done at one time. In reference to contracts, these are updates to multiple contract groups for multiple organizations to add new provision(s).  When referring to enrollment/contributions: The same update applied to multiple participant accounts from one transaction identifying specific data elements based on business rules. A mass update in the enrollment maintenance process can trigger an automatic mass update in the service and contribution account for the same multiple participants.
Master Employer Receivable	A single, \$0 receivable transaction posted to the employer account at the beginning of each cycle [to be determined by CalPERS] that will be incremented or decremented by amounts of debits and credits posted to that employer's account.
Master Receivable	A single \$1 receivable transaction posted to the employer account at the beginning of each cycle (to be determined by CalPERS) that will be incremented or decremented by amounts of debits and credits posted to that employers account.



Term	Definition
Maturity Level	<p>A well-defined evolutionary plateau toward achieving a mature software process. The five maturity levels in the SEI's Capability Maturity Model are:</p> <ul style="list-style-type: none"><li>▪ <b>Initial-</b> The Software Process is characterized as ad hoc and occasionally even chaotic. Few processes are defined, and success depends on individual effort.</li><li>▪ <b>Repeatable-</b> Basic project management processes are established to track cost, schedule, and functionality. The necessary process discipline is in place to repeat earlier successes on projects with similar applications.</li><li>▪ <b>Defined-</b> The software process for both management and engineering activities is documented, standardized, and integrated into a standard software process for the organization. All projects use an approved, tailored version of the organization's standard software process for developing and maintaining software.</li><li>▪ <b>Managed-</b> Detailed measures of the Software Process and product quality are collected. Both the software process and products are quantitatively understood and controlled.</li><li>▪ <b>Optimizing-</b> Continuous process improvement is enabled by quantitative feedback from the process and from piloting innovative ideas and technologies.</li></ul>
Maturity Questionnaire	<p>A set of questions about the software process that sample the key practices in each key process Area of the CMM. The maturity questionnaire is used as a springboard to appraise the capability of an organization or project to execute a software process reliably.</p>
Measure	<p>A unit of measurement, such as source lines of codes or document pages of design.</p>
Medical Group	<p>A consortium created for any of the Health programs is known generically as a "Health Group". The group will also be known specifically for the particular Health program – i.e. Health Medical groups are known as "Medical Groups" and Health Dental groups are known as "Dental Groups".</p>
Member	<p>(Participant) A person who is either an active employee of a CalPERS-covered agency or one who has separated from Cal-PERS covered employment and left his/her funds on deposit with CalPERS.</p>
Member Account	<p>In the context of the solution, a member account can represent a service and contribution account, an additional contribution account or a payroll information account maintained for community property purposes.</p>
Member Account Manager	<p>CalPERS staff responsible for the maintaining of member accounts.</p>





Term	Definition
Member Additional Contributions	Contributions made by a participant in addition to the normal retirement contribution. These amounts are stored under in a separate account. They accrue interest but do not accrue service credit. Upon retirement, an annuity based on the additional contributions will be added to the normal retirement allowance.
Member Calc System	The system used to calculate the cost and total amount of service credit purchasable by a member.
Member Refund	Refund of the service and contribution account balances.
Merger	<p>The coming together of one or more CalPERS agencies where employer funds are moved across accounts by rate plan and participant account balances and service credit are moved to a new employer code/coverage group (contract package ID), as of the effective date.</p> <p>Possible merger types include:</p> <ul style="list-style-type: none"><li>▪ One or more CalPERS agencies merge with another CalPERS agency</li><li>▪ Two or more CalPERS agencies merge to form one agency</li><li>▪ Two or more CalPERS agencies merge into a new agency</li><li>▪ A non-CalPERS agency merges with a CalPERS agency to form a new agency</li></ul>
Merger Group	A special type of contract group is established under the new employer when a merger occurs. These special contract groups hold the service and contributions of the transferring participants, and are known as "merger groups".
Method	A reasonably complete set of rules and criteria that establish a precise and repeatable way of performing a task and arriving at a desired result.
Methodology	A collection of methods, procedures, and standards that defines an integrated synthesis of engineering approaches to the development of a product.
Milestone	A scheduled event for which some individual is accountable and that is used to measure progress. A milestone has no duration assigned to it.
Monetary Credit	A program for members of JRS II that provides additional financial credit to Judges that equals to 18% of the Judge's monthly salary.



Term	Definition
Monetary Credit Account	The monetary credit account is created automatically for JRS II participants upon entering the JRS II program. The account is not funded by contributions and it does not have any real money attached to the account until payment is due, at which time it is paid directly from the JRS II fund. The account is calculated monthly applying 18 percent of the judge's monthly salary and accruing interest for each account. Depending on various vesting/eligibility rules, at the time of retirement, the judge can be eligible for either payment of their monetary credits in a lump sum or an annuity, or they can be eligible for a JRS II defined benefit (life time monthly retirement allowance).
Multiple Simultaneous Positions/Overtime Positions	For compensation purposes overtime is the aggregate service performed by an employee as a participant for all employers and in all categories of employment in excess of the hours of work considered normal for employees on a full-time basis, and for which monetary compensation is paid. If a participant renders service in two or more positions, one or more of which is full time, service in the part-time position shall constitute overtime. If the two or more positions are permanent and full-time, the position with the highest payrate shall be reported.

**Terms beginning with – N**

NACHA	See "National Automated Clearing House Association"
NDA	Non-disclosure Agreement
NDS	Novell Directory Services
NIC	Network Interface Card
NSF	Non Sufficient Funds
National Automated Clearing House Association (NACHA)	NACHA format is a national standard accepted by all Automated Clearing House (ACH) member financial institutions and the process of these entries is governed by NACHA Operating Rules.
Non-Member	A spouse, former spouse or domestic partner of a member, who as a result of petitioning the court for the division of community property, has been awarded a distinct and separate account reflecting specific credited service and accumulated contributions.
Non-PERS Employer	A non-PERS employer is an employer organization that contracts with CalPERS for benefits such as health, but does not contract for the PERS retirement program.
Normal Payroll	See "Regular Payroll"

**Terms beginning with – O**

OAI	Oracle Application Interconnect
OAS	Oracle Application Server
ODBC	Open Database Connectivity



Term	Definition
OFAS	Office of Audit Services
Off-Ramp	A pre-determined point at which the contract Agreement may be terminated by CalPERS.
OLAP	Online Analytical Processing
OLE	Object Linking and Embedding
OLTP	Online Transaction Processing
OOP	Object Oriented Programming
ORB	Object Request Broker
OSA	Open Systems Adapter-Express
OSDC	Office of Small Business and DVBE Certification
OSSD	Operations Support Services Division
Offset Amount	A dollar amount that is subtracted from a participant's earnings before the application of the Employee Contribution Rate to determine the Participant's contribution amount.
Online	<p>A process in which a user interacts directly with the system to make a request such as add, change, view, or produce information.</p> <p>Examples:</p> <p>Logging on to the system, entering an organization's demographic information, and generating reports are online processes since each function requires user interaction.</p> <p>The application running a weekly report that lists updated demographic information is not an online process since this process is triggered by time rather than a person.</p>
Open (account status)	In reference to the S & C account, this occurs when a participant is actively working, has left funds on deposit or has been approved for reinstatement.
Operational Software	The software that is intended to be used and operated in a system when it is delivered to its customer and deployed in its intended environment.
Optimizing Level	(See Maturity Level)
Ordinance	A statute or regulation enacted by a city government, county or town.
Organization	<p>Any external business or entity that interacts with CalPERS.</p> <p>Synonyms: Agency, Carrier, Employer, Vendor.</p>



Term	Definition
Organization Category	<p>Organizations may be grouped together within categories. A category is mandatory if the organization is contracting with CalPERS for benefits. An organization may have more than one category. The valid org categories are Public Agency, School, State and California State University (CSU).</p> <p>Laws determine what an organization within a specific category can contract for. For instance, by law an organization categorized as a school cannot contract for safety benefits. (An exception to this rule is school police.)</p>
Organization's measurements program	<p>The set of related elements for addressing an organization's measurement needs. It includes the definition of organization-wide measurements, methods and practices for collecting organizational measurement data, methods and practices for analyzing organizational measurement data, and measurement goals for the organization.</p>
Organization's Software Process Assets	<p>A collection of entities, maintained by an organization, for use by projects in developing, tailoring, maintaining, and implementing their Software Processes. These Software Process Assets typically include: The organization's Standard Software Process, Descriptions of the Software Life Cycles approved for use, The guidelines and criteria for tailoring the Organization's Standard Software Process, The Organization's Software Process Database, and A library of software process-related documentation.</p> <p>Any entity that the organization considers useful in performing the activities of process definition and maintenance could be included as a process asset.</p>
Organization's Software Process Database	<p>A database established to collect and make available Data on the Software Processes and resulting Software Work Products, particularly as they relate to the Organization's Standard Software Process. The database contains or references both the actual measurement data and the related information needed to understand the measurement data and assess it for reasonableness and applicability. Examples of process and work product data include estimates of software size, effort, and cost; actual data on software size, effort, and cost; productivity data; peer review coverage and efficiency; and number and severity of defects found in the software code.</p>
Organization's Standard Software Process	<p>The operational definition of the basic process that guides the establishment of a common Software Process across the software projects in an organization. It describes the fundamental Software Process elements that each software project is expected to incorporate into its defined Software Process. It also describes the relationships (e.g., ordering and interfaces) between these Software Process elements.</p>



Term	Definition
Overtime Position	An employment position is indicated as overtime if the employee works more than 40 hours a week as a result of working in this position.
<b>Terms beginning with – P</b>	
PAL	See “Process Access Library”
PAS	Pension Abuse System
PC	Personal Computer
PCA	Physical Configuration Audit
PCC	Public Contract Code
PDF	Portable Document Format
PDL	Program Design Language
PDR	Preliminary Design Review
PERF	Public Employees’ Retirement Fund
PERL	California Public Employees’ Retirement Law
PERS	Public Employees’ Retirement System
PIMS	Personal Information Membership System
PKI	Public Key Infrastructure
Plan	Project Management Plan
PM	See “Project Manager”
PMBOK	Project Management Book of Knowledge
PMG	Process Management Group
PMI®	See “Project Management Institute”
PMO	See “Project Management Office”
PMP	See “Project Management Plan”
PRM	Project Management Review
PPM	Principal Period of Maintenance
PPPA	See “Purchasing Power Protection Allowance”
PSR	Pension System Resumption
PVCS	See “Polytronic Version Control System”
PWA	Project Work Authorization
PA Billing	See “Public Agency Billing”



Term	Definition
Pareto Analysis	The analysis of defects by ranking causes from most significant to least significant. Pareto Analysis, named after the 19 <sup>th</sup> century economist, is based on the principle that the most effects come from relatively few causes,( i.e., 80% of the effects come from 20% of the possible causes).
Partial Retirement	An arrangement of worktime agreeable to both an employer and employee that allows the employee to receive a percentage of his/her monthly retirement corresponding with the same reduction in the employee's worktime. The reduction must currently be between 20% and 60%.
Participant	Pertains to any person receiving a benefit of some sort from CalPERS, i.e., member, non-member, beneficiary, domestic partner, health insurance dependent, etc.
Participant Group	When a retirement contract is established, employers divide employees into different groups so that each group can be assigned different benefits. These groups defined by a contract are known as "participant groups". Each participant group is then assigned benefits by associating the participant group to a benefit package.
Participant Receivable	The amount owed by a participant for a sum determined to be necessary for the purchase of service credit or for the payment of contributions due to an arrears period, or for a payment due for the transfer of State service credit from the Second Tier Retirement Plan to the First Tier Retirement Plan.
Participant Refund	The return of a participant's S&C Account balance and Additional Contribution Account balance upon termination of all CalPERS covered employment, in lieu of any other benefit.
Participant Service & Contribution (S&C) Account	A repository for historical and ongoing transactions, specific to an individual Participant, including regular and special contributions, compensation paid, compensation earnable and service credit.
Participant Transaction Type	Any transaction that has an effect on any of the various participant accounts (i.e., S&C account, SCP receivable account, additional contributions account, ESIP account, monetary credits account, community property account).
Pay Code	A code that identifies a payroll schedule for an agency: 0 – Monthly 1 – Semi Monthly 3 – Bi Weekly 6 – Quad Weekly
Pay Entity	The person or organization that pays a premium for a benefit. In terms of health the pay entities are PA Billing, SCO, and RIBS.
Pay Rate	The normal monthly rate of pay or base pay of the participant paid in cash to similarly situated participants in a group or class for services rendered on a full-time basis during normal working hours.



Term	Definition
Payee	A person to whom money is to be paid or has been paid.
Payment Amount	For a Service Credit Purchase Receivable, this is the sum that is to be received as a payroll deduction, direct payment or retirement deduction.
Payment Authorization Letter	Once the Participant has elected to purchase additional service credit, this letter is sent to the member and employer informing them of the payment amount, number of payments that are due, effective date, instructions, etc.
Payment Due Date	The date that the payment for W&C transactions or a service credit purchase payment is due to CalPERS.
Payment History	The details of current and past payments received and applied to the Participant's Service Credit Purchase Receivable account.
Payment History Count	The count of all receivable payments received by fiscal year.
Payment Length	The total number of payments that are due at the time the receivable account is established: 180 – Monthly 360 – Semi Monthly 390 – Bi Weekly 195 – Quad Weekly– Quad Weekly
Payment Method	The predetermined means of receiving payments for the purchase of additional service credit that is dependent upon the participant's status. For example, an active Participant would have payroll deductions taken, an inactive Participant sends payments directly, and retiree's payments are taken from their retirement warrants and funds transferred from the State Controller's Office via a journal entry.
Payment Posting Date	The date that a contribution payment or an employer payment is recorded.
Payment Reason	The identifying information provided with a payment explaining the reason for the payment.
Payment Received Date	The date that a payment is received by CalPERS. This date will default to the current date, but can be overwritten, by an authorized user.
Payment Status	The standing of a payment. For example, a payment may have a status of "Received", "Cancelled" or "Reversed".
Payment Suspension	See "Suspension of Payment"
Payroll Deductions	Payments withheld from an active Participant's payroll each pay period for the purchase of additional service credit or benefit equity conversion.



Term	Definition
Payroll Information	Specific fields of information reported by an employer for employee earnings and benefit contributions. Examples include tax deferred member contributions, percent of full time, service credit deductions, etc.
Payroll Information Report	A listing of all payroll information transactions reported from a specific payroll office.
Payroll Information Report Data	Specific fields of information reported by an employer. For example earnings, Tax Deferred Member Contributions (TDMC), percent of fulltime, etc.
Payroll Information Report Due Date	The date that the payroll information report is due. Due date = 30 days past the report period end-date, plus a 5-day grace period.
Payroll Information Report Extension Date	The extension date granted to an Employer for the submission of payroll information reports.
Payroll Information Report Received Date	The date the payroll information report is created.
Payroll Information Report Record	A line containing specific information regarding participant's payroll information.
Payroll Office	A payroll office is a location within a single employer from which W&C reports are submitted to CalPERS.
Payroll Office Code	An alpha/numeric code used by Health Benefits to identify the pay entity for individual subscribers.
Payroll Office Profile	A payroll office profile is the combination of an employer, a payroll office, and a reporting frequency.
Payroll Reporting Period	Specified dates that payroll is reported to CalPERS.
Payroll Service	A CalPERS agency that is authorized to send payroll data for another CalPERS agency.
Payroll Vendor	An outside vendor that is hired by a CalPERS agency to create a payroll file in the proper format for submission. This vendor may be authorized by the CalPERS agency to submit the payroll.
Peer Review	A review of a Software Work Product, following defined procedures, by peers of the procedures of the product for the purpose of identifying defects and improvements.
Peer Review Leader	An individual specifically trained and qualified to plan, organize, and lead a Peer Review.
Pension	Payments for life derived from contributions made from employer controlled funds. ( <i>PERL</i> , § 20054).
Pension Abuse	Misreporting of compensation earnable and/or special compensation by an employer, which results in an inflated or unfunded benefit to a member.





Term	Definition
Percent Of Full-Time	The percentage of full time that an employee's earnings represent for a given contribution reporting period. This data element is reported to CalPERS from the employer on their payroll information report. A participant's earnings and percent of full-time will be used to calculate the compensation earnable and service credit; pay rate will no longer be reported on a W&C report.
Periodic Review/Activity	A review or activity that occurs at specified regular time intervals. (See Event-Driven Review/Activity for Contrast)
Personal Loan	Allows for the member to have 100% financing on the purchase of a home. This loan is secured by the member's retirement account. The personal loan amount can not exceed the lesser of up to 5 percent of the home value or purchase price (whichever is less); or up to 50 percent of the available amount of a member's current retirement contributions in their CalPERS account.
Policy	A guiding principle typically established by senior management, which is adopted by an organization or project to influence and determine decisions.
Polytronic Version Control System (PVCS)	PVCS is a Configuration Management Tool.
Pool	The aggregation of assets across rate plans. Pools have either a "one to one" or a "one to many" relationship with rate plans.
Pool Account	A repository for monetary transactions related to Pools.
Post Taxed	Active members' contributions upon which taxes were paid from wages. Also referred to as Taxed Contributions
Posting	Transactions that have been recorded in one or more accounts to affect an account balance or status (as opposed to a "pending" transaction).
Preconditions	Actions that must have occurred prior to the beginning of the process or function.
Pre-Determined Points	A pre-determined point when the contract Agreement may be terminated by CalPERS is referred to as an Off-Ramp.
Pre-Retirement Basic Death Benefit	A lump-sum payment representing the accumulated contributions and interest to the date of death, plus bonus interest and employer share (up to six months of employee's salary).
Prime Contractor	An individual, partnership, corporation, or association that administers a subcontract to design, develop, and/or manufacture one or more products.
Principal	The total amount of monies that have been applied to the receivable account.
Prior Service	Service credit for services rendered as an employee of a contracting agency prior to the contract or the exclusion removal effective date. Prior service shall not apply unless the agency elects to be subject to the provision in their contract.



Term	Definition
Pro Rata Benefit	The proportionate amount of the final monthly benefit (due to a beneficiary) based on the number of days during the month that the participant was alive.
Procedure	A written description of a course of action to be taken to perform a given task [IEEE-STD-610]
Process (in a Use Case)	<p>A sequence of steps performed for a given purpose; for example, the software development process</p> <p>Example: When an actor selects an option to “process” information or transactions, it denotes the release of a transaction to the core system to create the appropriate entries in account records or submit information to external systems.</p>
Process Capability	The range of expected results that can be achieved by following a process. (See Process Performance for contrast)
Process Capability Baseline	A documented characterization of the range of expected results that would normally be achieved by following a specific process under typical circumstances. A process capability baseline is typically established at an organizational level. (See Process Performance Baseline for contrast)
Process Database	(See Organization’s Software Process Database)
Process Description	The operational definition of the major components of a process. Documentation that specifies, in a complete, precise, verifiable manner, the requirements, design, behavior, or other characteristics of a process. It may also include the procedures for determining whether these provisions have been satisfied. Process Descriptions may be found at the task, project, or organizational level.
Process Development	The act of defining and describing a process. It may include planning, architecture, design, implementation, and validation.
Process Measurement	The set of definitions, methods, and activities used to take measurements of a process and its resulting products for the purpose of characterizing and understanding the process.
Process Performance	A measure of the actual results achieved by following a process. (See Process Capability)
Process Performance Baseline	A documented characterization of the actual results achieved by following a specific process under typical circumstances. A process capability baseline is typically established at an organizational level. (See process performance baseline for contrast.)
Process Tailoring	The activity of creating a Process Description by elaborating, adapting, and/or modifying a process. Specific business needs for a project will usually be addressed during Process Tailoring.
Product (Software)	See “Software Product” and “Software Work Product”



Term	Definition
Productive Use	<p>Each hardware and business application software proposed must be in current operation for a paying customer; and,</p> <p>The paying customer must be external to the bidder's organization (not owned by the bidder and not owing the bidder); and,</p> <p>Use of the equipment or software in current operation must substantially conform to the specifications included in the RFP, as well as any configuration or use proposed by the bidder, unless otherwise specified in the bid document.</p>
Profile	<p>A comparison, usually in graphical form, of plans or projections versus actuals, typically over time.</p>
Program	<p>A retirement benefit program administered by CalPERS. For Health the valid programs are Medical, Dental, and Vision. For Retirement, the valid programs are PERS, LRS, JRS, and VFF.</p>
Project	<p>An undertaking requiring concerted effort, which is focused on developing and/or maintaining a specific product. The product may include hardware, software, and other components. Typically a Project has its own funding, cost accounting, and delivery schedule.</p>
Project Leader (Technical)	<p>The leader of a technical team for a specific task, who has technical responsibility and provides technical direction to the staff working on the task.</p>
Project Manager (PM)	<p>The role with total business responsibility for an entire project. The individual who directs, controls, administers, and regulates a project. The project manager is the individual ultimately responsible to the customer.</p>
Project Management Institute (PMI)	<p>A non-profit organization for the promotion of project management knowledge.</p>
Project Management Office (PMO)	<p>(1) An organizational entity responsible for management and oversight of the organization's projects.</p>
Project Management Plan (PMP)	<p>A documented statement of the intended actions an organization will take in pursuit of a project's goals and objectives.</p>
Project Portfolio Management	<p>The systematic approach for requesting, assessing, prioritizing, and reporting projects in a manner that provides a comprehensive analysis of both the value and performance of projects in relationship to each other promoting effective utilization of resources, balance risks and ensure alignment with the organizations strategies.</p>
Project Prioritization	<p>A formal approach to prioritize projects based on a comprehensive criteria established to promote alignment with the organization's business and technology strategic goals and objectives.</p>
Project Profile	<p>A description of a project's risks, size (in effort), complexity and environment for execution, costs, benefits, the strategic life-cycle route that will most likely be used to execute the project.</p>



Term	Definition
Project Request	A formal request by a Business Owner to apply dollars and/or resources to create a deliverable that has benefit and value to the organization
Project Software Manager	The role with total responsibility for all the software activities for the project. The Project Software Manager is the individual the Project Manager deals with in terms of software commitments and who controls all the software resources for a project.
Project Sponsor	The individual that provides the primary sponsorship for an approved project. This individual will play a key role in securing funding, negotiating for resources, facilitating resolution of critical organizational issues, and approving key project deliverables
Project's Defined Software Process	The operational definition of the Software Process used by a project. The Project's defined Software Process is a well-characterized and understood Software Process, described in terms of software standards, procedures, tools, and methods. It is developed by tailoring the Organization's Standard software process to fit the specific characteristics of the project.(See also Organization's Standard Software Process, Effective Process, and Well-Defined Process.)
Protected	Having contact information hidden to provide an added level of security to certain participants (e.g. Judges).
Provision	<p>An information item that determines how a program is administered. A provision could be specified in law, regulation, policy, or contract. Examples of provisions are:</p> <ul style="list-style-type: none"><li>• "X" percentage of an employee monthly salary over "N" amount is to be contributed to their employer retirement program (x=5% over monthly salary of n=\$513 is to be contributed to the employer's retirement program)</li><li>• A calculation for a retirement benefit (2% at 50)</li><li>• Three year average of highest annual compensation</li><li>• One year average of highest annual compensation</li><li>• Employer to pay "X" percentage of health premium (employer to pay 80% of employee's health premium)</li></ul>
Public Agency	An organization contracted with CalPERS at the City, County or Special District level. Also referred to as 'Employer'.
Public Agency Billing (PA Billing)	PA Billing is the pay entity for public agencies.
Purchasing Power Protection Allowance (PPPA)	The amount of money that is added to a payee's monthly allowance to bring the allowance up to 75% or 80% of its original purchasing power. CalPERS actuaries employ a formula in determining PPPA factors or percentages. There are other considerations involved, such as an employer's contract with CalPERS and any possible one-time increases given to retirees by an employer.



Term	Definition
<b>Terms beginning with – Q</b>	
QA	Quality Assurance.
QBP	Qualified Business Partner
Quality	<p>The degree to which a system, component, or process meets specified requirements.</p> <p>The degree to which a system, component, or process meets customer or user needs or expectations. [IEEE-STD-610]</p>
Quality Assurance (QA)	See “Software Quality Assurance”
Quantitative Control	Any quantitative or statistically-based technique appropriate to analyze a Software Process, identify special causes of variations in the performance of the Software Process, and bring the performance of the Software Process within well-defined limits.
Query	A view of information based on pre-described parameters, which includes the system’s capability to produce multiple records if requested.
<b>Terms beginning with – R</b>	
RACF	Resource Access Control Facility.
RAID	Redundant Array of Inexpensive Disks.
RAR	See “Risk Assessment Report”
RAS	Remote Access Server.
RBF	Replacement Benefit Fund
RDBMS	Relational Database Management System
RIBS	See “Retirement Information Benefit System”
RFP	Request for Proposals.
RM	See “Risk Manager”
RMR	See “Retired Member Reserves”
RTM	Requirements Traceability Matrix.
Rate Component	The individual components of the employer contribution rate (i.e. regular employer contribution, 1959 Survivor, etc.). The Rate Component determines how the employer contribution amount is allocated to different sub-accounts.
Rate Plan	<p>A set of one or more contract packages that are combined for purposes of computing employer contribution rates. A rate plan is associated with one or more employers. Rate Plans are also defined as a collection of assets for the purpose of Actuarial Pool evaluation.</p> <p>Rate Plans are also defined as a collection of assets for the purpose of Actuarial Pool evaluation.</p>



Term	Definition
Rate Segments	The individual components of an employer contribution rate (i.e. regular employer contribution, 59 survivor, etc.)
Real Time	The actual time something takes place. Immediate, as it happens, rather than batch or delayed.
Receivable	The amount owed to CalPERS by a member or employer. The amount owed by an employer usually would be the balance of the amount actuarially established annually in order to fund the retirement system on an actuarially sound basis. Would also be as a result of a special billing to an employer. The amount owed by a member can be for an amount determined to be necessary for the purchase of service credit.
Receivable Account Type	The account type identifies the method that the payments are to be received in the receivable system. Presently, a code is used such as 4 – Payroll Deductions 9 – Direct Payments 6 – Actuarial Equivalent Reduction
Receivable Balance Due	The balance of the Participant's receivable account as of the last applied payment.
Receivable Invoice	A unique numeric value assigned to each receivable when the receivable is set up.
Receivable Type	Identifies the type of service credit the participant elected. Presently an alpha code is used to establish the account.
Reciprocity Type	Indicates the type of reciprocity for a PERS S&C Account (Full, Final Comp, or Vesting Only); that the reciprocity is "limited" (Other System) or that the reciprocity is not in effect (Not Applicable).
Reclass	An individual member election is provided when an agency reclassifies a group of miscellaneous employees to a safety formula other than 2% @ 50 formula.
Record	A single line item or an inclusive group of information for a participant/individual/entity. <i>This is a change in CalPERS language; in the past, the terms "record" and "account" have been used synonymously.</i>
Recoverability	The amount of time it takes the system to recover after a failure.
Redeposit Of Withdrawn Contributions	A type of service credit offered to members who previously withdrew their retirement contributions and interest and wish to restore their account to what it was prior to their termination of membership in CalPERS.
Refresh	A process that extracts data from legacy systems and updates the Comet database. This is data that is updated through a legacy system and supplied to Comet for informational purposes.



Term	Definition
Refund Package	Information and forms package sent to public agency members who have requested a refund of contributions.
Registration Servicer	Occasionally, a different organization than the benefits contractor handles the registration of participants under a contract. That organization is known as the "Registration Servicer".
Regular Payroll	A payroll submitted by an employer where the majority of the transactions are for the contribution period that corresponds with the reporting pay period. A regular payroll may contain retroactive or special entries, but the majority of transactions are for the reporting period.
Reinstatement	The act of reverting retired members back to active CalPERS membership-status.
Released to Roll	Benefit that has been processed and placed on the benefit roll, awaiting payment by the State Controller's Office.
Reliability	The percentage of time that the system is successfully operational. $(100 \times 23/24)$ is the system is operational 23 hours of 24.
Repeatable Level	See "Maturity Level"
Reporting Period	A reporting period is the date range for which an employer submits a W&C report to CalPERS. A reporting period corresponds to one or more employer payroll periods. A reporting period cannot represent a partial payroll period.
Resolution	A formal statement of a decision adopted by the governing body of an organization.
Retired Member Reserves (RMR)	An account within employer reserve system representing member contributions and investment earnings for retired members.
Retirement Information Benefits (RIBS)	A legacy mainframe system used to maintain information of retirees' benefits and to set up deductions for the purchase of additional service credit from retirement warrants.
Retroactive Benefit Payment	<p><b>Alternative 1:</b> (Original roll placement due to retirement or death) The amount of the initial monthly benefit (i.e., the first month of retirement) payable from the retirement effective date or date of death through the end of the month immediately preceding the current roll month</p> <p><b>Alternative 2</b> The amount of the difference between the original benefit amount and the adjusted (increased) benefit amount payable from the retirement effective date or date of death through the end of the month immediately preceding the current roll month. (for adjustments).</p>





Term	Definition
Review, Software	"A formal meeting in which a product is presented to interested parties for comment and approval. A Review, as applied to software is a general term that can encompass all products, life cycle phases, and aspects of software management, development and/or maintenance. Software Reviews fall into two broad categories depending upon their purpose. These categories are either Managerial Reviews or Technical Reviews." [IEEE 729]
Risk	(1) An event or condition that may occur, causing a negative impact on the project. (2) The measure of probability of an occurrence, multiplied by its impact to project goals, expressed in dollars.
Risk Assessment Report (RAR)	(1) A document detailing the intended conduct of configuration management disciplines within a project. (2) The specific document prepared as a project deliverable using the Risk Assessment Report template as a model.
Risk Manager (RM)	The person assigned duties for the administrative tasks of Risk Management within a project.
Risk Management	An approach to problem analysis which weighs risk in a situation by using risk probabilities to give a more accurate understanding of the risks involved. Risk Management includes risk identification, analysis, prioritization, and control.
Risk Management Plan	The collection of plans that describes the Risk Management activities to be performed on a project.
Risk Pools	The grouping of assets and liabilities across employers to produce large risk sharing groups that will dramatically reduce or eliminate the large fluctuations in the employer's contribution rate caused by unexpected demographic events.
Rollovers	The transfer of tax-deferred funds from one retirement plan to another, 401(a), 401(k), or in some cases an Individual Retirement Account (IRA) that is the direct result of a 401(a) or (k).

**Terms beginning with – S**

S & C	See "Service and Contribution Account"
SAN	Storage Area Network
SAS	Statement on Auditing Standards
SBU	Strategic Business Unit
SCBA	See "Service Credit Buyback Account"
SCE	See "Software Capability Evaluation"
SCM	Software Configuration Management
SCMP	Software Configuration Management Plan
SCO	See "State Controller's Office"
SCP	Service Credit Purchase





Term	Definition
SCP	Supplemental Contributions Program
SCR	System Change Requests
SCS	Supplemental Contributions System
SDD	Software Design Document
SDE	Software Development Environment
SDL	Software Development Library
SDLC	System Development Life Cycle
SDP	Software Development Plan
SDR	System Design Review
SEE	Software Engineering Environment
SEI	Software Engineering Institute
SEPG	See "Software Engineering Process Group"
SIT	System Integration and Testing
SLA	Service Level Agreement
SME	See "Subject Matter Expert"
SOAP	Simple Object Access Protocol
SOW	See "Statement of Work"
SPA	See "Software Process Assessment"
SPOFF	State Peace Officers and Firefighters
SQA	See "Software Quality Assurance"
SQL	Structured Query Language
SQPP	Software Quality Program Plan
SR	Service Retirement
SRS	Software Requirements Specification
SSID	Social Security ID
SSDD	System/Segment Design Document
SSL	Secure Socket Layer
SSN	Social Security Number
SSO	Single Sign On
SSP	Supplemental Savings Program
SSPD	Supplemental Savings Program Division
SSS	System/Segment Specification
STD	Software Test Description



Term	Definition
STO	State Treasurer's Office
STP	Software Test Plan
STR	Software Test Report
Scenario	An interaction between the actor and the system. (Synonymous with "Flow of Events")
Scope	The sum of products and services to be provided as a project.
Select (in a Use Case)	When an actor "selects" information, it denotes the requirement to choose a value from a list of valid values.
Senior Manager	A management role at a high enough level in an organization that the primary focus is the long-term vitality of the organization, rather than short-term project and contractual concerns and pressures. In general, a senior manager for engineering would have responsibility for multiple projects.
Service and Contribution Account (S & C)	Pertains to active or inactive member's account of contributions and service.
Service and Contribution Account Balance	The balance of a CRS Participant's accumulated normal contributions and interest earnings as of a given date, also known as "accumulated normal contributions".
Service Credit	Credit for services rendered while employed in an eligible position. Credit for more than one year of service shall not be allowed for service rendered in a fiscal year. Also includes various types of purchased service credit.
Service Credit Buyback Account System (SCBA)	An account is established in the SCBA System for participants who elect to purchase/convert service credit. This account retains all current and historical information pertaining to the purchase/conversion of service credit, such as the type of service elected, amount of service elected, original and current balances, payments, and distribution of money and service.
Service Listing	A report that is generated for the purpose of posting the elected service credits to the Participant's receivable account.
Side Funds	Additional Employer accounts containing funds that need to be tracked separately at the Rate Plan level for the purpose of actuarial valuations. Side funds are used to make adjustments to a specific Employer's contribution rate.
SLA	For each Acceptance Test, equipment or software shall not be accepted by CalPERS and no charges will be paid by CalPERS in accordance with this Agreement until the standards of reliability, performance, and system quality is met for that Acceptance Test. The Service Level Agreement forms the criteria for completion and acceptance of the System.
Software Architecture	The organizational structure of the software or module. [IEEE-STD-610]



Term	Definition
Software Baseline Audit	An examination of the structure, contents, and facilities of the Software Baseline Library to verify that baselines conform to the documentation that describes the baselines.
Software Baseline Library	The contents of a repository for storing configuration items and the associated records.
Software Build	An operational version of a software system or component that incorporates a specified subset of the capabilities the final software system or component will provide. [IEEE-STD-610]
Software Capability Evaluation (SCE)	An appraisal by a trained team of professionals to identify contractors who are qualified to perform the software work or to monitor the state of the software process used on an existing Software Process.
Software Configuration Control Board	A group responsible for evaluating and approving or disapproving proposed changes to configuration items, and for ensuring implementation of approved changes.
Software Engineering Group	The collection of individuals (both managers and technical staff) who have responsibility for software development and maintenance activities (i.e., requirements analysis, design, code, and test) for a project. Groups performing software-related work, such as the Software Quality Assurance Group, the Software Configuration Management Group, and the Software Engineering Process Group, are not included in the Software Engineering Group.
Software Engineering Process Group (SEPG)	A group of specialists who facilitate the definition, maintenance, and improvement of the Software Process used by the organization. In the Key Practices, this group is generically referred to as "the group responsible for the Organization's Software Process activities."
Software Engineering Staff	The software technical people (e.g., analysis programmers, and engineers), including software project managers, who perform the software development and maintenance activities for the project, but who are not managers.
Software Integration	A process of putting together selected software components to provide the set or specified subset of the capabilities the final software system will provide.
Software Life Cycle	The period of time that begins when a software product is conceived and ends when the software is no longer available for use. The Software Life Cycle typically includes a concept phase, requirements phase, design phase, implementation phase, test phase, installation, and checkout phase, operation and maintenance phase, and, sometimes, retirement phase.
Software Manager	Any manager, at a project or organizational level, who has direct responsibility for software development and/or maintenance.

Term	Definition
Software Plans	<p>The collection of plans, both formal and informal, used to express how software development and/or maintenance activities will be performed. Examples of plans that could be included:</p> <p>Software development plan, software quality assurance plan, software configuration management plan, software test plan, risk management plan, and process improvement plan.</p>
Software Process	<p>A set of activities, methods, practices, and transformations that people use to develop and maintain software and the associated products (e.g., project plans, design documents, code, test cases, and user manuals).</p>
Software Process Assessment (SPA)	<p>An appraisal by a trained team of software professionals to determine the state of an organization's current Software Process, to determine the high-priority Software Process-related issues facing an organization, and obtain the organizational support for Software Process Improvement.</p>
Software Process Assets	<p>See "Organization's Software Process Assets"</p>
Software Process Capability	<p>See "Process Capability"</p>
Software Process Description	<p>The operational definition of a major software process component identified in the project's defined software process or the Organization's Standard Software Process. It documents, in a complete, precise, verifiable manner, the requirements, design, behavior, or other characteristics of a software process. (See also Process Description)</p>
Software Process Element	<p>A constituent element of a Software Process description. Each Process element covers a well-defined, bounded, closely related set of tasks (e.g., software estimating element, Software Design Element, coding element, and peer review element.) The descriptions of the Process Elements may be templates to be filled in, fragments to be completed, abstractions to be refined, or complete description to be modified or used unmodified.</p>
Software Process Improvement Plan	<p>A plan, derived from the recommendations of a Software Process Assessment that identifies the specific actions that will be taken to improve the software process and outlines the plans for implementing those actions. Sometimes referred to as an Action Plan.</p>
Software Process Improvement Proposal	<p>A documented suggestion for change to a process or process-related item that will improve Software Process Capability and performance. (see also Action Proposal)</p>
Software Process Maturity	<p>The extent, to which a specific process is explicitly defined, managed, measured, controlled, and effective. Maturity implies a potential for growth in capability and indicates both the richness of an organization's software process and the consistency with which it is applied in projects throughout the organization.</p>
Software Process Performance	<p>See "Process Performance"</p>



Term	Definition
Software Process-Related Documentation	Example documents and document fragments, which are expected to be of use to future projects when they are tailoring the organization's standard software process. The examples may cover subjects such as a project's defined software process, standards, procedures, software development plans, measurement plans, and process training materials.
Software Product	The complete set, or any of the individual items of the set, of computer programs, procedures, and associated documentation of a system. A software project may be part of a project building a hardware/software system.
Software Quality Assurance (SQA)	<p>A planned and systematic pattern of all actions necessary to provide adequate confidence that a Software Work Product conforms to established technical requirements.</p> <p>A set of activities designed to evaluate the process by which Software Work Products are developed and/or maintained.</p>
Software Quality Management	The process of defining quality goals for a Software Product, establishing plans to achieve these goals, and monitoring and adjusting the software plans, software work products, activities, and quality goals to satisfy the needs and desires of the customer and end users.
Software Requirement	A condition or capability that must be met by software needed by a user to solve a problem or achieve an objective. [IEE-STD-610]
Software Work Product	Any artifact created as part of defining, maintaining, or using a Software Process, including process descriptions, plans, procedures, computer programs, and associated documentation, which may or may not be intended for delivery to a customer or end user. (See Software Product for contrast)
Software-Related Group	A collection of individuals (both managers and technical staff) representing a software engineering discipline that supports, but is not directly responsible for, software development and/ or maintenance. Examples of software engineering disciplines include Software Quality Assurance and Software Configuration Management.
Solution Statement	A positive assertion about the To-Be state of the solution. A statement can be a business rule, a definition, a description, a table of values, or even a picture or diagram. Solution Statements are validated through the JAD process and become one of the sources for the Requirements Validation Documents.
Special Cause (of a defect)	A cause of a defect that is specific to some transient circumstance and not an inherent part of a process. Special causes provide random variation (noise) in process performance. (See Common Cause for Contrast)



Term	Definition
Special Compensation	Any payment received for special skills, knowledge, abilities, work assignment, workdays or hours, or other work conditions further delineated in regulations. Special Compensation is reported on the W&C Report and one Special Compensation transaction can span multiple contribution periods. Special Compensation is excluded from the calculation of (regular) Compensation Earnable.
Special Payroll	See "Adjustment Payroll"
Staff	The individuals who are responsible for accomplishing an assigned function, but who are not managers.
Stage	A partition of the project effort that is of a manageable size and that represents a meaningful and measurable set of related tasks which are performed by the project. A stage is usually considered a subdivision of a Project Life Cycle and is often ended with a formal review prior to the onset of the following stage.
Standard	Mandatory requirements employed and enforced to prescribe a disciplined uniform approach.
Standard Software Process	See "Organization's Standard Software Process"
State Controller's Office (SCO)	The pay entity for state employees.
Statement	An up-to-date balance of either a member's or employer's account activity and/or any related receivables.
Statement of Work (SOW)	A description of all the work required to complete a project, which is provided by the customer.
Storyboard	An actor's interface/interaction with the system diagrammed in the form of a picture.
Strawman Use Case	Framework or shell for a Use Case
Sub-Accounts	The various accounts within the PERS Program Employer Reserves used to pay certain benefits that have to be tracked separately for actuarial purposes. Sub-Accounts are as follows: Employer's Active Contributions, Group Term Life Insurance (GTLI), 1959 Survivor Contributions, Retired Member Reserves (RMR), Surplus & Side-Funds. Each Sub-Account is maintained as a separate GL account. (Note: JRSI/II and LRS do not have Sub-Accounts.)
Sub-Account Id Number	A unique numeric value that identifies each Sub-Account within the Employer Reserves. [The GL Account # for all Sub-Accounts]
Subcontract Manager	A manager in the prime contractor's organization who has direct responsibility for administering and managing one or more subcontracts.
Subcontractor	An individual, partnership, corporation, or association that contracts with an organization (i.e., the prime contractor) to design, develop, and/or manufacture one or more products.



Term	Definition
Subject Matter Expert (SME)	Usually a staff member who has specific skill in performing a particular subject matter. This expert is consulted for information.
Submission Report	A system-generated acknowledgement of receipt of an employer's payroll, which includes any individual payroll records that were not accepted in the system.
Subscriber	The main enrollee on the health account.
Supplemental Contributions	The Supplemental Savings Program is a non-qualified deferred savings program, the assets of which are not a part of PERF. This program is currently open only to State employees. Participating employees make post-tax contributions, via payroll deduction, to the program; these Supplemental Contributions are included on the W&C report from the State Controller's Office (SCO).
Survivor Contributions (Participant)	1) An amount (currently equivalent to \$2.00 per month) contributed by an active participant who is covered under the 1959 Survivor benefit. 2) A flat amount (currently equivalent to \$2.00 or \$3.00 per month), contributed by a Judge to provide for a benefit to be paid to his/her survivors should s/he die before becoming eligible to retire.
Suspend	To hold/stop the receivable payment from being processed & applied to the member's receivable account.
Suspension Of Payment	Due to hardship, the Participant's scheduled payments are deferred for a minimum of 3 months up to a maximum of 12 months. Additional interest continues to accrue on the receivable account.
System	A collection of components organized to accomplish a specific function or set of functions.
System Engineering Group	The collection of individuals (both managers and technical staff) who have responsibility for specifying the system requirements; allocating the system requirements to the hardware, software, and other components; specifying the interfaces between the hardware, software, and other components; and monitoring the design and development of these components to ensure conformance with their specifications.
System Requirements	A condition or capability that must be met or possessed by a system component to satisfy a condition or capability needed by a user to solve a problem. [IEEE-STD-610]
System Requirements Allocated to Software	The subset of the System Requirements that are to be implemented in the software components of the system. The allocated requirements are a primary input to the Software Development Plan. Software requirement analysis elaborates and refines the allocated requirements and results in Software Requirements, which are documented.

**Terms beginning with – T**

TACPA	Target Area Contract Preference Act
TAP	Technical Architecture Plan





Term	Definition
TCO	Total Cost of Ownership
TCP/IP	Transmission Control Protocol / Internet Protocol
TDMC	See "Tax-Deferred Member Contributions"
TIC Entries	Telephone Information Center entries
TIM	Technical Interchange Meeting
T-Log	Transaction Log
TOAD	Tool for Oracle Application Developers
TP	Training Plan
TQM	Total Quality Management
TRR	Test Readiness Review
TSM	Tivoli Storage Manager
TSO	Timeshare Option
TSSD	Technology Services and Support Division
Target Computer	The computer on which delivered software is intended to operate.(See Host Computer for contrast)
Task	<p>A sequence of instructions treated as a basic unit of work.</p> <p>A well-defined unit of work in the project process that provides management with a visible checkpoint into the status of the project. Tasks have readiness criteria (preconditions) and completion criteria (postconditions). (see Activity for contrast.)</p>
Task Kick-off Meeting	A meeting held at the beginning of a task of a project for the purpose of preparing the individuals involved to perform the activities of that task effectively.
Taxed Contributions	See "Post-Taxed"
Tax-Deferred Member Contributions (TDMC)	Active member's retirement contributions for which no income taxes were deducted while employed.
Tax-Deferred Member Contributions (TDMC) Tax Option	A Resolution filed by an Employer contracting with CalPERS that indicates that the Employer is able to take Tax Deferred Member Contribution payroll deductions from Participant's pay.
Team	A collection of people, often drawn from diverse but related groups, assigned to perform a well-defined function for an organization or a project. Team members may be part-time participants of the team and have other primary responsibilities.
Technical Requirements	Those requirements that describe what the software must do and its operational constraints. Examples of technical requirements include functional, performance, interface, and quality requirements.
Technology	The application of science and/or engineering in accomplishing some particular result.





Term	Definition
Temporary Annuity	This is a benefit of additional monthly income that the participant may elect to receive to enhance the pension benefit received from CalPERS. The Temporary Annuity benefit is funded through a lifetime reduction of the monthly retirement allowance, and is payable to a pre-determined age.
Testability	<p>The degree to which a system or component facilitates the establishment of test criteria and the performance of tests to determine whether those criteria have been met.</p> <p>The degree to which a requirement is stated in terms that permit establishment of test criteria and performance of tests to determine whether those criteria have been met. [IEEE-STD-610].</p>
Third-party payee	An entity to which money is to be paid or has been paid on behalf of another person.
Tier	The level of contributions and benefits that was elected by the individual.
Traceability	The degree to which a relationship can be established between two or more products of the development process, especially products having a predecessor-successor or master-subordinate relationship to one another. [IEEE-STD-610]
Train	To make proficient with specialized instruction and practice. (See also Orientation)
Training Group	The collection of individuals (both managers and staff) who are responsible for coordinating and arranging the training activities for an organization. This group typically prepares and conducts most of the training courses and coordinates use of other training vehicles.
Training Program	The set of related elements that focus on addressing an organization's training needs. It includes an organization's training plan, training materials, development of training, conduct of training, training facilities, evaluation of training, and maintenance of training records.
Training Waiver	A written approval exempting an individual from training that has been designated as required for a specific role. The exemption is granted because it has been objectively determined that the individual already possesses the needed skills to perform the role.
Transaction Amount	The amount either due by an employer [debit] or received from an Employer [credit].
Transaction Create Date	The date an entry was created in the system.
Transaction Date	The actual date an action is occurring.
Transaction Effective Date	The date that the transaction is effective. The effective date can be prior to the Transaction Create Date (as in a Retroactive Salary Increase) or it can be after the Transaction Create Date (as in Local System Transfer in CalPERS that will become effective on the first of the following month).



Term	Definition
Transaction Posting Date	The date that a transaction actually posts to an account. This date can be the same as the Transaction Create Date or it can be after the Transaction Create Date if the actual posting is the result of a batch process that is run after the Transaction Create Date.
Transaction Reason	Detailed explanation for transaction. Reasons may include merger, LST—transfer in, LST—transfer out, retirement, reinstatement, death, etc.
Transaction Time Stamp	The Transaction Time Stamp is the time an entry was created in the system. Transaction Time Stamp works in conjunction with the Transaction Create Date and Transaction Type to determine the order of posting to a participant's account for batch processing.
Transaction Type	A value to indicate the specifics of a line entry in an Employer or Participant Account. The Transaction Type helps to establish the hierarchy (order of processing) for transactions processed in batch processing; works in conjunction with the Transaction Create Date and Transaction Time Stamp. Examples of Transaction Types are Participant Contribution (Post-Tax, TDMC), Additional Contribution (Participant / Employer), Employer Pick-Up of Participant Contribution, Employer Paid Participant TDMC Contribution, Cash Payments (direct from Participant), Service Crediting, Transfers (In/Out), Adjustment, Interest, Bonus Interest, Refund, Transfer to Retired Participant Reserves (RMR), Pre-Retirement Death, etc.
Transactions	An action taken against records in the Employer and/or Member Accounts.
Transcript	Document or screen showing the beginning account balance, all transactions since last roll-up, and ending balance as of the current date.
Transfer Effective Date	The date that an LST In/Out becomes effective.
Transfer Percentage	1) When used in regard to Partial Retirement, this refers to the percentage of total contributions, interest and service that is to be transferred from the S & C account to Retired Member Reserves elected by the participant. 2) When used in regard to a Community Property, this refers to the percentage of a member-participant's S & C Account that is transferred to an ex-spouse-participant's S & C Account.
Transfer Type	Refers to whether the transfer affects all participants of an Employer or only a sub-set of participants.



Term	Definition
Transferred With/Without Service	<p>When the participants within a contract group are transferred to a different employer as a result of a merger, a determination is made by AESD whether the benefits they will receive under the new employer are similar to their old benefits.</p> <p>If the benefits are deemed not similar, then the participant's service and contribution credits are moved to the Merger Group under the new employer. This is known as "Transferred without Service". The participants are then enrolled into an actual Contract Group under the new employer, which is where all future service and credits will be credited. Thus, their old service and contributions are kept separate from their future service and contributions (because the benefits are different).</p> <p>If the benefits are deemed similar, then the participant's service and contribution credits are moved first to the Merger Group, and then immediately moved to the actual Contract Group under the new employer where they are now enrolled. Thus, their old service and contributions are together with their future service and contributions (since the benefits are the same, they do not need to be separated).</p>

**Terms beginning with – U**

UCC	Uniform Commercial Code
UPS	Uninterruptible Power Supply
Unit Code	In COMET, a School Agency Code (reference field only) that tells payroll what work-site the participant belongs to. Unit Code was used in the Legacy system and works in conjunction with the Employer Code and Coverage Group to get Org ID in COMET.
Use Case	A written document that describes how an actor interacts with the system to complete a component of work. Each use case addresses a specific scenario, and describes how users will use the system to perform the business functions of the scenario. Use cases are written during the analysis phase of a project and are used to help design the system. Use cases are written simultaneously with the development of a prototype. Use cases also help define test cases to test application performance.
User	See "End User"

**Terms beginning with – V**

V3	The Custom off the Shelf (COTS) production that was going to be implemented to replace the CRS. The product is owned by Vitech
VDD	Version Description Document
VFF	Volunteer Fire Fighters
VM	Version Manager
VOD	See "Verification of Deposit"
VP	Vice President



Term	Definition
VPN	Virtual Private Network
VSAM	See "Virtual Storage Access Method"
Validation	The process of evaluating software during or at the end of the development process to determine whether it satisfies specified requirements. [IEEE-STD-610]
Variable Safety Rate	Applies to Participants in safety contract groups whose contract contains a formula provision with a variable employee contribution rate. For these groups, instead of a fixed percentage for all Participants, the employee contribution rate is determined by the participant's age at entry.
Verification	The process of evaluating software to determine whether the products of a given development phase satisfy the conditions imposed at the start of that phase. [IEEE-STD-610]
Verification of Deposit (VOD)	When an institution needs verification that a member has <i>funds on deposit</i> with CalPERS, they will submit a request for this information. The request will include a signed authorization by the member.
Verification of Income	When a variety of entities need to verify a member is or has been employed, they will request a verification of income for a member. This request will include a signed authorization by the member.
Verifying Implementation	See "Common Features"
Vested	Indicates that the participant has accumulated the minimum number of years of service credit (currently 5 or more years of service credit) to establish a non-forfeitable right to a retirement benefit, upon becoming eligible.
Vesting Schedule	Vesting schedules are used when an agency contracts for vesting for their current employees. The schedule determines what percentage of the employer contribution the annuitant will receive based on years of service. Vesting schedules are currently added to the agencies benefit package.
View	Examine a single record of pre-established parameters.
Virtual Storage Access Method (VSAM)	File management system used on IBM Mainframes.
Vitech	V3 Application Vendor for the Custom Off the Shelf (COTS) product that was going to be implemented to replace the CRS. The product is owned by Vitech

**Terms beginning with – W**

W & C	Wage & Contribution
WA	Work Authorization
WAN	Wide Area Network
WBS	Work Breakdown Structure



Term	Definition
WSR	Weekly Status Report
Wage & Contribution (W & C)	See "Payroll Information"
Waiver	See "Training Waiver"
Well-Defined Process	A process that includes readiness criteria, inputs, standards and procedures for performing the work, verification mechanisms (such as peer reviews), outputs, and completion criteria. (see also Effective Process)
<b>Terms beginning with - X</b>	
X.509	A widely used standard for defining digital certificates
XML	Extensible Markup Language
XSL	Extensible Style Language
<b>Terms beginning with – Y</b>	
Y2K	Year 2000